

**United States Department of the Interior
BUREAU OF LAND MANAGEMENT
National Human Resources Management Center
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EMS TRANSMISSION 03/01/2002
Information Bulletin No. HR-2002-054

To: All BLM Employees Located in Building 50

From: Director, National Human Resources Management Center

Subject: Smoking Policy - Building 50

This Information Bulletin changes the smoking policy for Building 50 only as outlined in Information Bulletin No. HR2002-041 dated January 29, 2002. As indicated in IB No. HR2002-041, Executive Order 13058 prohibits smoking in any outdoor area in front of air intakes and authorizes management to further restrict smoking at entrances and courtyards. In addition to prohibiting smoking in outdoor areas that are located in front of air intakes, GSA's policy also prohibits smoking within fifty (50) feet of main entrances.

In order to comply with Executive Order 13058 and GSA policy, smoking will not be permitted within fifty (50) feet of any main entrances or outdoor areas having air intake ducts.

While Entrance E-1 is not considered a main entrance, the Center Directors have determined that smoking will no longer be permitted within fifty (50) feet of Entrance E-1 because smoke is seeping into the building and disturbing employees. Smoking will continue to be permitted outside the doors at Entrance N-2 and inside the Smokers' Lounge located in Room A1236. Smoking is still not allowed within fifty (50) feet of the following entrances: N-1, E-2, S-1, S-2, S-3, and S-4.

The information contained in IB No. HR2002-041 which pertains to the smoking policy for Building 40 remains the same.

GSA has posted signs to identify no-smoking areas, and smoking receptacles are placed in designated smoking areas to serve as boundary markers. In addition, maps of Buildings 40 and 50 illustrating no-smoking areas, are posted on Center bulletin boards and at each entrance.

Questions regarding this revised policy should be addressed to Jane Haddock, Employee and Labor Relations Specialist, at (303) 236-6701, or Vickie Smejkal, Building Maintenance, at (303) 236-6367.

Signed
Linda D. Sedbrook
Director, NHRMC

Authenticated
Luron Porter
Staff Assistant

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